



## **Town of Hopkinton, NH**

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### **SELECT BOARD PUBLIC MEETING MINUTES MONDAY, JUNE 3, 2013 UNAPPROVED**

Chairman Jim O'Brien called a regularly scheduled business meeting of the Board of Selectmen to order at 5:30 PM on Monday, June 3, 2013.

**Select Board Present:** Jim O'Brien, Sue B. Strickford, Sara Persechino and Ken Traum

**Staff Present:** Neal Cass, Town Administrator and Robin Buchanan, Administrative Assessing Assistant

#### **Public Present:**

Chairman O'Brien asked Sara Persechino to lead the Pledge of Allegiance.

#### **I. ADMINISTRATIVE**

##### **Consent Agenda**

Board members reviewed documents for signature and approved unanimously the Consent Agenda taking the following action on motion made by Select Board Member Ken Traum and seconded by Select Board Member Sue Strickford:

<b>Item</b>	<b>Date</b>	<b>Action</b>	<b>Comments</b>
Accounts Payable	06/03/2013	Approved	\$622,682.57
Payroll Manifest	06/03/2013	Approved	\$62,953.08
Application Payment Warrant Articles #6	06/03/2013	Approved	\$388,000.00
Application Payment Warrant Article #7	06/03/2013	Approved	\$35,000.00
Application Payment Warrant Article #8	06/03/2013	Approved	\$10,000.00
Application Payment Warrant Article #9	06/03/2013	Approved	Name change in fund
Timber Warrant	06/03/2013	Approved	\$12,9074.50
Building Permit	06/03/2013	Approved	Andrew Mills
Building Permit	06/03/2013	Approved	Robert Fleury
Building Permit	06/03/2013	Approved	Margaret Frank
Building Permit	06/03/2013	Approved	Hopkinton State Fair
Building Permit	06/03/2013	Approved	John Rowell
Building Permit	06/03/2013	Approved	Elizabeth Sides
On Call Engineering Ser.	06/03/2013	Approved	Hoyle & Tanner

Deed Waiver 32 Winter	06/03/2013	Approved	Map 223 Lot 61
Deed Waiver 111 Stacey	06/03/2013	Approved	Map 245 Lot 44
Deed Waiver 1885 Hopkinton Road	06/03/2013	Approved	Map 239 Lot 49
Deed Waiver 1534 Pine	06/03/2013	Approved	Map 202 Lot 5
Deed Waiver 106 Burham Intervale	06/03/2013	Approved	Map 221 Lot 8
Deed Waiver 20 Evergreen	06/03/2013	Approved	Map 223 Lot 53
Deed Waiver 496 Maple	06/03/2013	Approved	Map 227 Lot 7
Abatement	06/03/2013	Approved	Map 264 Lot 32
Abatement	06/03/2013	Approved	Map 208 Lot 3G4
Abatement	06/03/2013	Approved	Map 208 Lot 3G27
Abatement	06/03/2013	Approved	Map 208 Lot 3G28
Abatement	06/03/2013	Approved	Map 212 Lot 4
Abatement	06/03/2013	Approved	Map 247 Lot 24
Elderly & Disabled Deferral	06/03/2013	Approved	Map 223 Lot 53
Forest Fire Bill	06/03/2013	Approved	\$53.09
Appointment	06/03/2013	Approved	Jessica Scheinman ZBA
Appointment	06/03/2013	Approved	Richard Steele Planning
Appointment	06/03/2013	Approved	Arthur B. Cunningham
Thank you	06/03/2013	Approved	Karen Irwin

## II. APPROVAL OF MINUTES

The Board reviewed the minutes of the Public Meeting for May 20, 2013. Select Board Member Ken Traum made a motion, seconded by Select Board Member Sue Strickford to approve the minutes of the Public Meeting.

**VOTE:** O'Brien, Strickford, Persechino and Traum voting in favor of the motion; no votes against. MOTION APPROVED 4-0.

## III. PUBLIC APPOINTMENTS

Chairman O'Brien invited members of LGC to come forward. Chairman O'Brien stated we are coming up for renewal, due to previous difficulties with the handling of the fire, the Board has been talking with other companies.

Scott Weden, Ron Davies and Darlene Simmons from LGC introduced themselves. Darlene Simmons explained that the insurance is a risk pool and only represents government, towns and schools. She explained about how the coverage works and who is covered including how town volunteers are covered. She also noted that in the past Hopkinton has taken advantage of the trainings that LGC has offers

Ron Davies spoke to how claims are handled within LGC, the time frame for closing, etc.

Scott Weden spoke to the Board about the trainings that LGC provides and noted which Hopkinton has taken advantage of. He further explained that due to the settlement with the Secretary of State's Office, there are currently 3 boards of oversight in place instead of just one.

He also explained the town would be receiving a contribution holiday in the amount of \$12,070.64 in August after the July renewal.

Select Board Member Ken Traum inquired if the contribution holiday was contingent on the town renewing the policy. Mr. Weden stated yes, you have to be a member when it was declared and when it is given out.

Discussion ensued with regards to the error in appraising that was made prior to the fire at the Highway Garage. The Board wanted assurances that this would not happen again. Mr. Weden stated with the 3 separate boards in place, there will be no overlapping.

Select Board Member Ken Traum inquired as to third parties renting space at the Senior Center and encountering difficulties obtaining insurance at a reasonable price. Ms. Simmons gave examples of renting situations and how the town could handle them. At the LGC site, there is insurance for special events, it is all on line and it will calculate the price.

Chairman O'Brien inquired how many towns LGC represents. Mr. Weden stated LGC represents 237 towns and or entities of towns. He further stated LGC has many resources available.

Chairman O'Brien thanked LGC for coming in. Mr. Weden stated LGC has appreciated the town's business since 1986 and looks forward to meeting their expectations in the future.

#### **IV. PUBLIC FORUM**

Bob LaPree informed the Board that the Conversation Commission has approved money for a gangway to access the river at the Bohanan Farm. He stated they hope to have it completed by July 4.

#### **V. OLD BUSINESS**

Prospect Street Stop Sign: Mr. Cass stated that Police Chief Steve Pecora and Highway Superintendent John Thayer have recommended a 3 way stop. Mr. Cass further stated that if the Board wishes to proceed with a 3 way stop, we have to hold a public hearing.

Select Board Member Ken Traum made a motion to accept the recommendation of Police Chief Steve Pecora and Highway Superintendent John Thayer to place a 3 way stop sign at Prospect Street. Select Board Member Sara Persechino seconded the motion.

**VOTE:** Strickford, Persechino and Traum voting in favor of the motion; no votes against; O'Brien abstaining. **MOTION APPROVED 3-0-1.**

Select Board Member Sue Strickford suggested the trees also be trimmed back.

Cedar Street Sidewalk: Mr. Cass gave a brief history of the situation with Mr. Rotundi, who believes he owns part of the road and sidewalk and sent a bill to the town. Discussion ensued with regards to ownership of the sidewalks. It was noted that town counsel sent Mr. Rotundi a letter and the Board asked Mr. Cass to resend that letter as their position has not changed.

## **VI. NEW BUSINESS**

Mr. Cass informed the Board that a Barn Easement Renewal has come before the Board which requires a public hearing. The Barn Easement was created to encourage people to restore their old barns.

Hopkinton Fair PILOT Agreement-Mr. Cass explained that the current agreement has expired and Mr. Cass would like to know how the Board would like to proceed. Mr. Cass also stated that it is not considered as part of the town evaluation. Select Board Member Ken Traum inquired if the Fair pays for police and fire as needed. Mr. Cass stated yes. Discussion ensued with regards to how to handle moving forward. Select Board Member Ken Traum suggested Mr. Cass talk with other towns that have fairgrounds. Chairman O'Brien asked Mr. Cass to send the Fair a letter with notification that the PILOT needs to be renegotiated.

## **VII. PUBLIC APPOINTMENTS**

Sally Tanner and Tammy Denver, Primex: Ms. Tanner stated the Town currently has its Workers Compensation Insurance through Primex. She further stated that they are also a risk pool. They also have training programs. Discussion ensued with regards to how their company works, and the checks and balances in place so that what happened with LGC's appraisal of the building will not happen to Primex. Select Board Member Ken Traum inquired if Primex had any legal issues with regards to appraisals. Ms. Tanner stated no.

Chairman O'Brien thanked them for coming in.

Discussion ensued among Board members as to which would be the better choice. Chairman O'Brien inquired of Deb Gallant, Finance Director, if she had a preference. Ms. Gallant stated no both have the same services and both are good to work with. Further discussion ensued with regards to discounts and what we qualify for. Chairman O'Brien polled the board members and it was discovered if a motion was made, we would have a tie, as only four members are present tonight. As a result, Chairman O'Brien has called for a brief meeting on Tuesday, June 11, 2013 for the purpose of voting when all 5 members are present.

## **VIII. OLD BUSINESS**

Transfer Station Modification Permit: Discussion ensued with regards to the Special Town meeting that needs to take place with regards to the Petition that Gary Rondeau presented the Board two weeks ago.

Select Board Member Ken Traum made a motion to rescind the Permit for Modification for the Hopkinton Webster Transfer Station. Select Board Member Sara Persechino seconded the motion.

Discussion ensued, noting that the residents are not for it.

**VOTE:** O'Brien, Strickford, Persechino and Traum voting in favor of the motion; no votes against. MOTION APPROVED 4-0.

Chairman O'Brien asked Mr. Cass to inform the Webster Board of the Hopkinton Board's decision and he asked that a letter go out to DES and the Hopkinton Webster Refuse Disposal Committee.

Discussion ensued with regards to the Special Town Meeting. Chairman O'Brien stated we are obligated to move forward with the Town Meeting, however, he encouraged those present to write to the Board noting the petition has been withdrawn and the need for a town meeting is no longer necessary.

#### **IX. NEW BUSINESS**

Contoocook Village Travel Plan: Safe Routes to Schools is looking for the Board to support their plan for sidewalks in the final round of grants for Safe Routes to School.

Select Board Member Sara Persechino made a motion to support the plan proposed by Safe Routes to School. Select Board Member Ken Traum seconded the motion.

**VOTE:** O'Brien, Strickford, Persechino and Traum voting in favor of the motion; no votes against. MOTION APPROVED 4-0.

#### **X. TOWN ADMINISTRATOR UPDATES**

Mr. Cass stated he met with Steve Chamberlin, today and would like to know if the Board would like to serve a Senior Lunch along with the School Board. The board members agreed to so do.

Mr. Cass noted the steel is going up for the Highway Garage. Pictures of the progress are on our facebook page.

Mr. Cass informed the Board that an electrician will be in on Tuesday to continue the renovation in the town hall.

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Mr. Cass informed the Board that he met with Gregg from Sandy Beach last Thursday.

Staff Appreciation cookout will be held again this year, date to come later.

There were 71 tickets sold for the Fischer Cats game held on June 1.

Mr. Cass asked for potential dates to visit the Library and Police Department.

Sue Strickford stated someone had approached her about the Comcast Contract and a Senior Citizen discount. Mr. Cass stated a committee is being formed and the contract does not expire until 2015.

Sara Persechino wanted to know why the Memorial Day Parade was not on the web site. Mr. Cass stated the parade is privately run and more often than not we have to contact someone for information.

A current use application for Rob Miller has been received. Mr. Miller inquired if he could start getting the current use rates as of the second issue. Mr. Miller had the property under a P&S, but the bank sold it to another bank, and it took several months to straighten it out. Robin stated that Mr. Miller had told her, he had intended to get the application in before April 1, however, the bank's mistake made that impossible to do. Chairman O'Brien inquired if any board member had an issue with the request. None of them had an issue.

Discussion ensued with regards to the findings within the Fire Station. Kelly Davis still believes the most cost effective move would be to use the existing building.

#### NON-PUBLIC SESSION II-RSA 91-A: 3 IV (a) Personnel

Mrs. Persechino moved to go into a non-public session regarding a personnel issue under the provisions of Nonpublic Session RSA 91-A: 3 II (a). Mrs. Strickford seconded the motion.

**VOTE:** Select Board Members Strickford, Persechino, Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 8:25 p.m. The Board returned to public session at 8:34 p.m.

#### Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session permanently. Mrs. Persechino seconded the motion.

**VOTE:** Select Board Members Strickford, Persechino, Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

#### HIRING OF PART-TIME RECREATION OFFICE ASSISTANT

The Board discussed the need for some extra office help in the Recreation Department Office over the summer. The position will be funded out of the existing budget using part-time wage money.

Mr. Traum moved to hire a part-time office assistant for the Recreation Department for the summer paying for the position out of the existing budget. Mrs. Strickford seconded the motion.

**VOTE:** Select Board Members Strickford, Persechino, Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

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**VOTE:** Select Board Members Strickford, Persechino, Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 8:37 p.m. The Board returned to public session at 8:44 p.m.

Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session permanently. Mrs. Persechino seconded the motion.

**VOTE:** Select Board Members Strickford, Persechino, Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

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**VOTE:** Select Board Members Strickford, Persechino, Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 8:45 p.m. The Board returned to public session at 8:59 p.m.

Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session permanently. Mrs. Persechino seconded the motion.

**VOTE:** Select Board Members Strickford, Persechino, Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

## **ADJOURNMENT**

There being no further business, motion by Ms. Persechino, seconded by Mr. Traum to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 9:00 p.m.  
Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant

*These minutes are not official until approved by the Board of Selectmen at their meeting.*